

**STATE OF LOUISIANA
COURT OF APPEAL, THIRD CIRCUIT
RULES CHECK FOR WRITS**

A writ application requires an original + 3 copies	Uniform Rule 4-1
Notice of intent filed within 30 days of ruling	Uniform Rule 4-2
Request for return date within 30 days of ruling	Uniform Rule 4-3
Signed return date order attached	
Request for stay directed to trial court (if stay sought)	Uniform Rule 4-4
Affidavit verifying service; service must be in similar manner to opposing counsel and respondent judge, including addresses and telephone numbers	(If emergency or expedited treatment or stay)
Affidavit verifying allegations of petition and service, listing all parties and who they represent	Uniform Rule 4-5
Pages consecutively numbered, including exhibits (no tabs)	
Bound at top margin by two-hole punch and ACCO fastener consisting of no more than 250 pages per volume.	
Index (1); also list exhibits and page on which they begin	
Jurisdictional statement (2)	
Statement of the case (3)	
Issues and questions (4)	
Assignments or specifications of error, memorandum and prayer for relief (5)	
Copy of judgment, order or ruling (6)	
Copy of judge's reasons for judgement (7)	

Copy of pleadings in which ruling was founded, including any opposition to those pleadings (8,9)

Copy of petition and any supplemental and amending petitions (8)

Pertinent court minutes (10)

Notice of Intent/return date (11)

Notification of Status of Case - List in index, directing the court to the page on which the status can be found (pending motion dates and/or trial date) Internal Rule 14

Font: Roman Style, 14 pt. or larger Internal Rule 18
Supervisory Writ and Oppositions
▪ 8 ½ x 14 – not to exceed 31 pages
▪ 8 ½ x 11 – not to exceed 41 pages
Reply to Opposition
▪ 8 ½ x 14 – not to exceed 13 pages
▪ 8 ½ x 11 – not to exceed 18 pages

Any party wishing to file an opposition to an application for supervisory writ or reply to an opposition must call to obtain a date by which to file. Any further briefs must be with leave of Court. Internal Rule 19

NOTE: All exhibits should be presented in their original size. Do not shrink the legal documents into letter sized documents. Also, if the document was at one time a legal document, enlarge it back to that size, don't just copy it back to a legal.
